

Section 2 – Accounting Statements 2019/20 for

COWFOLD PARISH COUNCIL

	Year ending		Notes and guidance
	31 March 2019 £	31 March 2020 £	
1. Balances brought forward	148,708	66,030	Total balances and reserves at the beginning of the year as recorded in the financial records. Value must agree to Box 7 of previous year.
2. (+) Precept or Rates and Levies	61,900	62,520	Total amount of precept (or for IDBs rates and levies) received or receivable in the year. Exclude any grants received.
3. (+) Total other receipts	42,689	53,337	Total income or receipts as recorded in the cashbook less the precept or rates/levies received (line 2). Include any grants received.
4. (-) Staff costs	14,313	14,673	Total expenditure or payments made to and on behalf of all employees. Include gross salaries and wages, employers NI contributions, employers pension contributions, gratuities and severance payments.
5. (-) Loan interest/capital repayments	18,318	18,318	Total expenditure or payments of capital and interest made during the year on the authority's borrowings (if any).
6. (-) All other payments	154,636	50,781	Total expenditure or payments as recorded in the cashbook less staff costs (line 4) and loan interest/capital repayments (line 5).
7. (=) Balances carried forward	66,030	98,115	Total balances and reserves at the end of the year. Must equal (1+2+3) - (4+5+6).
8. Total value of cash and short term investments	66,030	98,115	The sum of all current and deposit bank accounts, cash holdings and short term investments held as at 31 March – To agree with bank reconciliation.
9. Total fixed assets plus long term investments and assets	3,648,142	3,648,142	The value of all the property the authority owns – it is made up of all its fixed assets and long term investments as at 31 March.
10. Total borrowings	492,750	487,752	The outstanding capital balance as at 31 March of all loans from third parties (including PWLB).
11. (For Local Councils Only) Disclosure note re Trust funds (including charitable)	Yes	No	The Council, as a body corporate, acts as sole trustee for and is responsible for managing Trust funds or assets. N.B. The figures in the accounting statements above do not include any Trust transactions.
		✓	

I certify that for the year ended 31 March 2020 the Accounting Statements in this Annual Governance and Accountability Return have been prepared on either a receipts and payments or income and expenditure basis following the guidance in Governance and Accountability for Smaller Authorities – a Practitioners' Guide to Proper Practices and present fairly the financial position of this authority.

Signed by Responsible Financial Officer before being presented to the authority for approval



Date

08/07/2020

I confirm that these Accounting Statements were approved by this authority on this date:

as recorded in minute reference:

Signed by Chairman of the meeting where the Accounting Statements were approved

Bank Reconciliation
Cowfold Parish Council
Financial Year ending 31 March 2020
Prepared by: Janet Wright - Clerk & RFO

Balance as per bank statements as at 31 March 2020:

Bank Accounts	£	£
Lloyds Current Account	62,446.97	
Lloyds Current Account - 2	3,580.37	
Lloyds Instant Access Account	19,712.00	
Lloyds 30 Day Notice Account	12,140.20	
Bank of Ireland Current Account	<u>235.10</u>	
		98,114.64
Less unrepresented cheques at 31 March 2020:	-	
		0.00

Net Balances as at 31 March 2019	<u>98,114.64</u>
Opening Balance 1 April 2019	66,030.24
Receipts in the year	115,857.16
Payments in the year	83,772.76
Closing balance per cash book	<u>98,114.64</u>

Cowfold Parish Council
 Explanation of Variances 2019/20

Section 1	2018/19	2019/20	Variance	Variance	Details
£	£	£	£	%	
Box 1	148,708	66,030	-82,678	-44.4	Completion of building project except for retention.
Box 2	61,900	62,520	620	1.0	
Box 3	42689	53,337	10,648	24.9	Community Infrastructure Levy of £12,139 compared with £598 in 2018/19.
Box 4	14,313	14,673	360	2.5	
Box 5	18,318	18,318	0	0	
Box 6	154,636	50,781	(103,855)	(32.8)	Completion of building project except for retention.
Box 7	66,030	98,115	32,085	48.6	Mainly made up of Community Infrastructure Levy unspent income of £12,139 compared with £598 in 2018/19. Difference between costs and income of VAT over both years £12,540. Smaller shortfall in Neighbourhood Planning funding of £3,598.
Box 8	66,030	98,115	32,085	48.6	
Box 9	3,648,142	3,648,142	0		
Box 10	492,750	487,752	(4,998)	(0.1)	

Cowfold Parish Council			
Costs Against Budget 2019/20			
	Budget	Actual to	Estimate
	2019/20	30.11.19	at 31.3.20
	£	£	£
OPEN SPACES			
Playground Inspection	500.00	417.00	417.00
Playground Maintenance	1,750.00	545.00	1,000.00
Grass Cutting	2,500.00	1,257.00	1,500.00
General Maintenance	2,500.00	1,101.00	2,500.00
Acorn Avenue Pond	550.00	-	-
Village Clean/Skips/Litter	4,710.00	2,968.00	4,500.00
Poop Scoop Empty	1,200.00	718.00	1,077.00
Contingency/Repairs	1,000.00	-	1,000.00
	14,710.00	7,006.00	11,994.00
PUBLIC LIGHTING			
WSSC Energy/Maintenance	2,160.00	2,154.00	2,154.00
	2,160.00	2,154.00	2,154.00
ALLOTMENTS			
Water Company Rent/Water	300.00	234.81	300.00
Maintenance	300.00	-	-
	600.00	234.81	300.00
GENERAL ADMINISTRATION			
Insurance	2,200.00	1,916.00	1,916.00
Insurance Allmond Centre	690.00	638.00	638.00
Subscriptions	700.00	603.00	628.00
Clerks Salary	14,735.00	9,985.00	14,673.00
Admin Expenses	600.00	452.00	550.00
Clean-Up Day	200.00	-	-
Office Allowance	300.00	200.00	300.00
Hall Rent	500.00	136.00	200.00
Audit & Preparation	1,400.00	400.00	400.00
VAT	2,000.00	3,310.00	4,965.00
Election/Training/Expenses	400.00	-	400.00
Website	345.00	145.00	220.00
Newsletter	2,625.00	1,256.00	1,256.00
Donations	1,500.00	1,100.00	1,500.00
Contingency (Basket Ball Area)	7,396.00	3,000.00	7,396.00
	35,591.00	23,141.00	35,042.00
Sub Total	53,061.00	32,535.81	49,490.00
Public Works Loan	18,500.00	9,159.18	18,318.00
Now Build	-	2,500.00	19,000.00
Neighbourhood Plan	-	5,394.00	6,500.00
The Allmond Centre	-	5,868.00	8,800.00
Grand Total	71,561.00	55,456.99	102,108.00
Income Against Budget 2018/19			
	Budget	Actual	Estimate
	2019/20	To 30.11.19	at 31.3.20
	£	£	£
Precept	44,020.00	44,020.00	44,020.00
Public Works Loan	18,500.00	18,318.00	18,318.00
Community Infrastructure Levy	-	12,139.00	12,139.00
Interest	30.00	25.00	30.00
Reclaim VAT	2,000.00	20,439.00	20,439.00
Henfield Access Fee	90.00	30.00	90.00
Allotments	500.00	352.00	450.00
Environmental Cleansing Grant	5,000.00	5,087.00	5,087.00
Scout Hut Rent	1.00	1.00	2.00
The Allmond Centre Insurance	690.00	-	638.00
Scout Hut Insurance	330.00	315.00	630.00
Newsletter Advertisers	400.00	60.00	-
Neighbourhood Plan Grant	-	8,000.00	8,000.00
The Allmond Centre Hire	-	3,834.00	5,800.00
Total	71,561.00	112,620.00	115,643.00